Department of Veterans Affairs

REPORT OF SURVEY

TO | ACCOUNTABLE OFFICIAL *(See Note 1 on reverse)* | **FROM** | ORIGINATING OFFICE

ITEM NUMBER	NOMENCLATURE *(Do not include FWT items)*	UNIT	QUAN-TITY	UNIT COST	TOTAL COST	*DISPO-SITION

* DISPOSITION CODE *(For use by Accountable Officer)*

C - CONTINUE IN SERVICE
S - SCRAPE OR SALVAGE
P - PENDING DISPOSITION
L - LOST
D - DESTROYED, ABANDONED, OR ACCEPTED BY EMPLOYEE

GRAND TOTAL ▶ $

CIRCUMSTANCES *(See Note 2 on reverse)*

I CERTIFY THAT, under the above circumstances, the items listed were

☐ LOST ☐ DAMAGED ☐ DESTROYED

SIGNATURE OF RESPONSIBLE OFFICIAL | DATE

APPOINTING ACTION	APPROVING AUTHORITY ACTION
NAME OF SURVEY OFFICER OR CHAIRMAN	ACTION ☐ APPROVED ☐ DISAPPROVED
NAME OF MEMBER	☐ REQUEST FURTHER STUDY *(See Remarks on reverse)*
NAME OF MEMBER *(RECORDER)*	SIGNATURE OF APPROVING AUTHORITY	DATE

The persons named herein will investigate the above matter in accordance with the provisions of VA Handbook 7125.

R/S NUMBER | VOUCHER NUMBER

SIGNATURE OF APPOINTING AUTHORITY | DATE | SIGNATURE OF ACCOUNTABLE OFFICER | DATE

FINDINGS AND RECOMMENDATIONS *(See Note 2)*

SIGNATURE OF SURVEY OFFICER OR CHAIRMAN		TITLE	DATE
SIGNATURE OF MEMBER	DATE	SIGNATURE OF MEMBER *(Recorder)*	DATE

REMARKS *(See Note 2)*

CONTINUE IN SERVICE *(See Note 3)*	PENDING DISPOSITION AS EXCESS *(See Note 4)*	DISPOSAL COMPLETED *(See Note 5)*
$	$	$

NOTES

1. If responsible official is also the accountable official, address report to the approving authority.
2. If more space is required, attach numbered sheets as necessary.

3. Total dollar value of items coded "C".
4. Total dollar value of items coded "P".
5. Total dollar value of items coded "D", "S", or "L".